

SECRET

FILED: 04 Mar 56

TURN TO

25X1A6A RECORDS MANAGEMENT DIVISION

To: REGULATIONS CONTROL STAFF

CONCURRENCE SHEET

PROPOSED ISSUANCE: Transportation, Government-Owned
Motor Vehicles
Draft A dated 30 Jan 1956

25X1A9A

Records Management Staff

21 February 1956

Paragraph 5a(2) on page 12 states that expenses for operating a quasi-personal vehicle shall be itemized on a voucher. It is recommended that the regulation prescribe the use of a particular voucher form such as the attached Standard Form No. 1012. In the event that this form is not satisfactory, and should the volume of forms needed justify such action, our Forms Management Branch will design a voucher form to meet the requirements of this regulation.

Attachment:
Standard Form No. 1012

MgtS/RMS/J pat (2/21/56)

25X1A9A

(Use as Yellow)